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24 July 1958

MEMORANDUM FOR: ERA Division and Branch Chiefs

SUBJECT : Preparation of Gaps in Information Requirements

1. At the meeting held on 23 July each Branch was requested to submit through channels by c.o.b. 4 August a statement giving (1) a list of the Gaps in Information Requirements it plans to prepare during Fiscal Year 1959, including the subject and area for each Requirement, (2) a proposed completion date for each Requirement, and (3) estimated man-hours.

2. After this material has been reviewed, a formal project will be established to cover the preparation of these Requirements, and detailed instructions will be issued concerning the format and the method of submission to St/I.

3. Attached, as an example, is one of the Gaps in Information Requirements prepared by M/NF.

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Attachment

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